

AGENDA
BOARD OF CONTROL

Mayor's Conference Room
Monday, June 18, 2018 2:30 PM

Action	Description	Reference No.
1. Renew – Distribution System Leak Detection Services		BC-18-170
2. Award – Maintain & Service Computer Hardware & Peripheral Equipment		BC-18-171
3. Award – E-mail Filtering & Service Support		BC-18-172
4. Award – Public Safety Software Service Agreement		BC-18-173
5. Award – Max Dispatch System Service Agreement		BC-18-174
6. Renew - Fire Protection System Services		BC-18-175
7. Award – Printing/Mailing Services for Community Newsletter		BC-18-176

***Next Meeting is Monday,
July 2, 2018; 2:30 PM***

Mayor
Finance Director
Law Director
Public Works Director



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-170

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Renew Contract – Distribution System Leak Detection Service

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Water Distribution, and the attached letter of recommendation, I am submitting for your consideration this request to renew a contract with Leak Seekers in the amount of \$12,500 to provide leak detection services one (1) time in 2018 on the 120 miles of water main as described in RFP 17-003. This is the first of (2) additional one-year renewal options available to the City.

Leak Seekers submitted the best responsive and responsible proposal for the Leak Detection Services as outlined in RFP No. 17-003.

Contracting Authority:	Ordinance 43-17 \$25,000
Contracting Balance:	\$25,000 / \$12,500
Funding:	Enterprise Fund
Account Distribution:	501-3062-431-30-10 \$600,000
Account Balance:	\$71,220 / \$58,720
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Professional Services / Other
Commodity Code:	962-050
Bid Reference:	RFP 17-003

Kim Smith
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



MEMO

DATE: 06/08/2018

TO: Kim Smith

FROM: Nicholas Del Vecchio

SUBJECT: Board Of Control (Leak Detection)

I am requesting BOC approval in the amount not to exceed \$12,500 for a leak survey of the water distribution system. Leak Seekers will perform this service. This will be the first of two renewal options against RFP17-003 Funds Available in 501-3062-431-30.10

Thanks,
Nicholas Del Vecchio

BIDDER QUALIFICATION STATEMENT

Must be submitted with Bid. Failure to comply can result in rejection of Bid.

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he desires.

1. Bidder's Name LEAK SEEKERS
Name of Company
530 North Morrison Street
Business Address (Permanent Main Office)
Nevada, OH 44849
City, State, Zip Code
2. Contact Name (printed): Jacob Dairy
3. Contact Name Phone No: 614 795 8070
4. Contact Name Email Address: leakseekersohio@gmail.com
5. Date Business was organized: 12 1 5 1 2016

DISTRIBUTION SYSTEM LEAK DETECTION SERVICES RFP No. 17-003

RENEWAL OPTIONS

Proposer shall submit a cost for the same service identified in the RFP for two (2) additional renewal years.

First Year Renewal Option for 111 miles of water main in 2018:	\$ <u>12,500</u>
City option to complete additional 111 miles in 2018 (if necessary)	\$ <u>10,500</u>
Second Year Renewal Option for 111 miles of water main in 2019:	\$ <u>12,500</u>
City option to complete additional 111 miles in 2019 (if necessary)	\$ <u>10,500</u>

Jun 14, 2018 8:42:55 AM EDT

File Edit Commands Help

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501-3062-431.30-10

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

Procurement car

Account information

Professional Services / Other

Fiscal year: 2018 Dr

Budget: 500,000.00

Committed: 528,780.00

Balance: 71,220.00

Project Data

Project Entry Optional

Q 095002 Waterline Emerg .00

Q 158002 2016 WatermainR .00

Q 168003 2017 WatermainR .00

Q 176001 2018 Watermain R 8,440.00

Q 188001 2019 Water Main 4,660.00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	.00	.00
Q 02 February	4,220.00	4,220.00
Q 03 March	9,749.60	13,969.60
Q 04 April	17,818.28	31,787.88
Q 05 May	17,230.33	49,018.21

Payment information

Vendor (* indicates pending)

Q OSBORN ENGINEERING COMPANY 8,440.00

Q CT CONSULTANTS, INC. 40,578.21

Encumbrances

PO #	Vendor	Balance
Q 088054	OSBORN ENGINEERING CO	.00
Q 088437	CT CONSULTANTS, INC.	479,761.79

Pre Encumbrances

Type	Req/PO	Project	Balance
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Segment/Balance Details

Fund	501	Water Fund	Original Budget	600,000.00
Department	30	Public Works	Revised Budget	.00
Division	62	Water Distribution	Current expenditures	.00
Activity basic	43	Streets and Highways	YTD expenditures	49,018.21

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-171

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Award Contract – Maintain & Service Computer Hardware and Peripheral Equipment

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Finance; Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with MCPC, Inc. in the amount not to exceed \$8,000 (\$648/month) to maintain and service computers and peripheral equipment throughout the City. Contract award effective July 1, 2018 through June 30, 2019 and includes (3) additional one-year renewal options..

MCPC, Inc. submitted the sole response for the services outlined in Bid No. 18-009.

Contracting Authority:	Ordinance 43-17 \$550,000
Contracting Balance:	\$341,503 / \$333,503
Funding:	General Fund
Account Distribution:	101-5050-412-52-07 \$509,000
Account Balance:	\$294,573 / \$286,573
Object Code:	Service Agreements - Computer
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	939-021
Bid Reference:	Bid No. 18-009

Kim Smith
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers Mayor	_____	_____	_____

Memo

To: Kim Smith, Purchasing Manager ✓
From: Michael Coletta, Information Technology Manager *MC*
CC: Jennifer Pae, Finance Director
Date: 6/6/2018
Re: Board of Control Computer Equipment Maintenance

It is time to recommend a contract for computer equipment maintenance as described in Bid No. 18-009. The service contract covers PC's, laptops, servers, printers, plotters, and scanners that are no longer under the manufacturer's warranty period. The sole bid was submitted by MCPC Inc. The bid was written with three, one-year renewal options.

I respectfully request that the Board of Control approve the maintenance contract and estimated payment of \$647.77/month (proj.) to MCPC Inc.

Upon approval, a purchase requisition will be created to cover the first half of the semiannual payments (Jul-Dec, 2018: \$3,886.62 (proj.), Jan-Jun, 2019: \$4,000.00 (proj.)). The budget dollars to cover the cost of this contract reside in the Information Technology budget account 101-5050-412.52-07.

BID FOR: **COMPUTER EQUIPMENT MAINTENANCE**

BID NUMBER: **18-009**

BID DATE: **FRIDAY, JUNE 1, 2018**

10:00 AM

NAME OF BIDDING FIRM:

MCR Inc

ADDRESS:

6001 Euclid Avenue

(Note New Address)

Cleveland

CITY

Ohio

STATE

44103

ZIP

PHONE NUMBER:

Main 440 268 3000 Contact Direct Neil - 440 268 3026

FAX NUMBER:

440 - 268 - 3045

BY:

SIGNATURE

NAME:

PRINTED

TITLE:

Solution Architect

May 25 / 18
DATE

THE PRICE QUOTED SHALL BE COMPLETED WITH ALL LABOR, INSURANCE, MATERIALS, TRANSPORTATION, PERMITS, ETC. INCLUDED. NO ADDITIONAL FEES, CHARGES, OR EXPENSES MAY BE ADDED TO THE PRICE QUOTED.

**PROVIDE PRICING ON THE ATTACHED EQUIPMENT LIST;
INCLUDE UNIT AND TOTAL PRICES;
INITIAL & DATE BOTTOM OF PAGE.**

	Sub-Totals	
Personal Computers (9)	\$ <u>663 / month</u>	GRAND TOTAL \$ <u>647.77 / ~</u>
PC - Laptops (17)	\$ <u>139 / month</u>	
Printers (11)	\$ <u>312.82</u>	
Scanners (5)	\$ <u>60.75</u>	
Server (1)	\$ <u>16.25</u>	
Storage (1)	\$ <u>20. -</u>	
Toughbook Laptops (4)	\$ <u>28</u>	

Equipment	Quantity	Unit Price	Total Price	Price Subtotals
PC	9			
Dell				
Optiplex 790	3	7. ⁰⁰	21. ⁰⁰	
Lenovo				
ThinkCentre M72e 0958	2	7. ⁰⁰	14. ⁰⁰	
ThinkCentre M73	1	7. ⁰⁰	7. ⁰⁰	
ThinkCentre M90	2	7. ⁰⁰	14. ⁰⁰	
ThinkStation P500	1	7. ⁰⁰	7. ⁰⁰	PC 63 ⁰⁰ /month.
PC-Laptop	17			
Apple				
MacBook Pro	1	25. ⁰⁰	25. ⁰⁰	
Dell				
Inspiron 1545	1	7. ⁰⁰	7. ⁰⁰	
Latitude E6530	1	7. ⁰⁰	7. ⁰⁰	
Lenovo				
ThinkPad Edge E531	3	7. ⁰⁰	21. ⁰⁰	
Thinkpad L560	1	7. ⁰⁰	7. ⁰⁰	
Thinkpad T430	6	7. ⁰⁰	42. ⁰⁰	
Thinkpad T530	2	7. ⁰⁰	14. ⁰⁰	
Toshiba				
Satellite A15-S127	1	7. ⁰⁰	7. ⁰⁰	
Satellite C6555D	1	7. ⁰⁰	7. ⁰⁰	PC-Laptop 137. ⁰⁰
Printer	11			
Epson				
B-510DN Color Inkjet	2	36. ⁰⁰	72. ⁰⁰	
Workforce Pro WF-R4640	3	40. ⁰⁰	120. ⁰⁰	
HP				
Laserjet Pro 400 M401dne	1	17.50 ⁰⁰	17.50 ⁰⁰	
Laserjet Pro P1102W	1	17.10 ⁰⁰	17.10 ⁰⁰	
PSC 750	1	36. ⁰⁰	36. ⁰⁰	
Lexmark				
E460DN	1	19.16 ⁰⁰	19.16 ⁰⁰	
Troy/HP				
M201/Laserjet Pro M201DW	1	7. ⁰⁰	7. ⁰⁰	
Zebra				
P330i	1	24. ⁰⁰	24. ⁰⁰	Printer 312.82/month
Scanner	5			
Canon				
DR-2010C	4	9.80 ⁰⁰	39.20 ⁰⁰	
HP				
ScanJet ADF	1	21.50 ⁰⁰	21.50 ⁰⁰	Scanner 60.70
Server	1			
HP				
ProLiant DL360 G5	1	16.25 ⁰⁰	16.25 ⁰⁰	Server 16.25
Storage	1			
HP				
StorageWorks MSA60	1	30. ⁰⁰	30. ⁰⁰	Storage 30. ⁰⁰
Toughbook Laptop	4			
Panasonic				
Toughbook CF-19	4	7. ⁰⁰	28. ⁰⁰	Toughbook Laptop 28. ⁰⁰
Grand Total				Grand Total 697.77

Jun 14, 2018 9:00:42 AM EDT

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Navigation

101-5050-412.52-07

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

Procurement car

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Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

Account information

Service Agreements / Computer

Fiscal year: 2018

Budget: 509,000.00

Committed: 328,937.19

Balance: 180,062.81

Project Data

Project Entry Optional

103002 Code Enforcemen .00

123012 SharePoint .00

163011 Fiber Network C .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	63,086.69	63,086.69
Q 02 February	79,123.86	142,210.55
Q 03 March	33,028.80	175,239.35
Q 04 April	25,897.32	201,136.67
Q 05 May	3,504.99	204,641.66

Encumbrances

PO #	Vendor	Balance
Q 088002	SPRINT	4,538.97
Q 088183	MCPC, INC.	4,712.02
Q 088184	VISION SOLUTIONS, INC	1,733.09
Q 088185	CDW GOVERNMENT, INC.	.00
Q 088186	FIS AVANTGARD LLC	765.00
Q 088199	FIS AVANTGARD LLC	1,350.00
Q 088200	CDW GOVERNMENT, INC.	4,500.00

Segment/Balance Details

Fund	101	General Fund
Department	50	Finance
Division	50	Information Systems
Activity basic	41	General Government
Sub activity	2	General Government
Element	52	Service Agreements
Object	07	Computer

Payment information

Vendor (* indicates pending)	Total
Q SHAMROCK COMPANIES, INC	2,070.00
Q CDW GOVERNMENT, INC.	4,211.23
Q ESRI, INC.	17,258.00
Q MCPC, INC.	5,154.02
Q SPRINT	4,261.03
Q WEBQA, INC.	22,740.00
Q CONTINENTAL BROADBAND	180.00

Pre Encumbrances

Type	Req/PO	Project	Balance
RQ	0000030031		5,250.00
RQ	0000030187		7,000.00
RQ	0000030191		7,000.00
RQ	0000030425		63,500.00
RQ	0000030650		6,132.09

Original Budget

509,000.00

Revised Budget

.00

Current expenditures

9,784.45

YTD expenditures

204,641.66

Unposted expenditures

.00

Encumbrances

25,628.99

Unposted encumbrances

.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-172

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Award Contract – E-mail Filtering & Service Support

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Finance; Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract to Fusemail in the amount of \$6,711 to provide E-mail Filtering Service and Support for the city effective July 15, 2018 through July 14, 2019.

Fusemail was chosen to perform these services based on their response to an RFP.

Contracting Authority:	Ordinance 43-17 \$550,000
Contracting Balance:	\$333,503 / \$326,792
Funding:	General Fund
Account Distribution:	101-5050-412-52-07 \$509,000
Account Balance:	\$286,573 / \$279,862
Object Code:	Service Agreements - Computer
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	206-000
Bid Reference:	RFP

Kim Smith
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers Mayor	_____	_____	_____

Memo

To: Kim Smith, Purchasing Manager ✓
From: Michael Coletta, Information Technology Manager MC
CC: Jennifer Pae, Finance Director
Keith Schuster, Assistant Finance Director
Date: 6/6/2018
Re: 2018 Renewal of Fusemail E-mail Filtering Service and Support

I recommend that the City of Lakewood renew the annual service contract with Fusemail, the City's email filtering service for 7/15/2018 – 7/14/2019. The current annual service contract expires 7/14/2018.

I respectfully request that the Board of Control approve the requested service agreement with Fusemail. The dollars to cover the total estimated expense of \$6,711 are budgeted and reside in the following account: 101-5050-412.52-07.



j2 Global Ireland Limited
Corporate Services Agreement
Initial Term: 1 Year

Effective the 1 day of July 2018. (the "**Effective Date**").

The parties

j2 Global Ireland Limited trading as FuseMail® ("FuseMail")	Woodford Business Park Unit 3.1 Santry, Dublin 17, Ireland	Tel: 604 482 1111 Fax: 604-608-3446
Primary contact:	Cynthia Doherty	

and

City of Lakewood	12650 Detroit Ave. Lakewood, OH 44107 US	Tel: (216) 529-6090 Fax:
Primary contact:	David Swetkis	

Agreement

FuseMail and Customer hereby enter into this Corporate Services Agreement (the "**Agreement**") as of the Effective Date set forth above. This Agreement consists of this Cover Page, the Appendix and the general terms and conditions of FuseMail (including the relevant schedules thereto) available at <https://www.fusemail.com/en-ie/terms-service/>

Customer and FuseMail have each read, understood and hereby **covenant and agree** to the terms and conditions of this Agreement available at <https://www.fusemail.com/en-ie/terms-service/>, and the undersigned are authorized to execute this Agreement on behalf of Customer and FuseMail, respectively. This Agreement may be executed in counterparts and may be delivered by electronically confirmed facsimile.

City of Lakewood	By: j2 Global Ireland Limited
Signature:	Signature:
Name: David Swetkis	Name: Pdraig O'Neill
Title:	Title: Director
Date:	Date:

We, j2 Global Ireland Limited (trading as "FuseMail") may contact you in order to inform you about existing and new products and services which may be of interest to you. If you do not wish to be contacted please tick this box:

☐

If you would like to change your preferences at a later date, you can do so by contacting us at fuseprivacy@fusemail.com

Appendix: FuseMail® Corporate Services Agreement: Services, Fees & Email Administrator

1. Primary Services and Fees

Service	User	Annual fee¹
MailWise Email Scanning and Filtering Services	430	\$6710.64

2. Monthly minimum fee: \$ 559.22

3. Customer's Mail Administrator

Type	Name	Address	Telephone, Email & Fax
Admin			
Technical			
Billing			

4. Additional Services and Fees N/A

¹ For the purpose of calculating Monthly Fees, the number of Accounts will be the total of: (a) the number Accounts for which Customer requested the Service be provided during the billing period; and (b) any additional Accounts that during the previous billing period (i) received two or more inbound messages using the Service or (ii) transmitted one or more outbound messages using the Service.

Jun 14, 2018 9:00:42 AM EDT

File Edit Commands Help

101-0050-412-52-07

- ☒ Account miscellaneous
- ☒ Budget miscellaneous
- ☒ Encumbrances
- ☒ Pre-encumbrances
- ☒ Transactions
- ☒ Detail by date
- ☒ Detail by code
- ☒ Detail by year & code
- ☒ Pending by date
- ☒ Pending by code
- ☒ Pending by year
- ☒ Procurement card

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

Account information

Q Service Agreements / Computer
 Fiscal year: 2018 Dr
 Budget: 509,000.00
 Committed: 328,937.19
 Balance: 180,062.81

Project Data

Project Entry Optional
 Q 103002 Code Enforcement .00
 Q 123012 SharePoint .00
 Q 163011 Fiber Network C .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
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Q 02 February	79,123.86	142,210.55
Q 03 March	33,028.80	175,239.35
Q 04 April	25,897.32	201,136.67
Q 05 May	3,504.99	204,641.66

Payment information

Vendor	Total
Q SHAMROCK COMPANIES, INC	2,070.00
Q CDW GOVERNMENT, INC.	4,211.23
Q ESPI, INC.	17,258.00
Q MCPC, INC.	5,154.02
Q SPRINT	4,261.03
Q WEBQA, INC.	22,740.00
Q CONTINENTAL BROADBAND	189.00

Encumbrances

PO #	Vendor	Balance
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Q 088183	MCPC, INC.	4,712.02
Q 088184	VISION SOLUTIONS, INC	1,733.00
Q 088185	CDW GOVERNMENT, INC.	.00
Q 088186	FIS AVANTGARD LLC	765.00
Q 088199	FIS AVANTGARD LLC	1,350.00
Q 088200	CDW GOVERNMENT, INC.	4,503.00

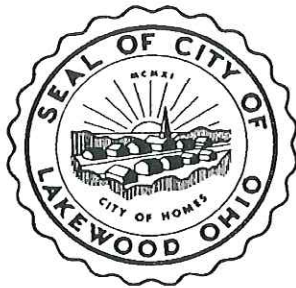
Pre Encumbrances

Type	Req/PO	Project	Balance
RQ	0000030031		5,250.00
RQ	0000030187		7,000.00
RQ	0000030191		7,000.00
RQ	0000030425		63,500.00
RQ	0000030650		6,132.00

Segment/Balance Details

Fund	101	General Fund
Department	50	Finance
Division	50	Information Systems
Activity basic	41	General Government
Sub activity	2	General Government
Element	52	Service Agreements
Object	07	Computer

Original Budget	509,000.00
Revised Budget	.00
Current expenditures	9,784.45
YTD expenditures	204,641.66
Unposted expenditures	.00
Encumbrances	25,628.99
Unposted encumbrances	.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-173

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Award Contract – Public Safety Software Service Agreement

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Finance; Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with **Superion LLC** in an amount not to exceed \$75,000 to provide a service agreement for the **ONESolution Public Safety Software System** used by Police & Fire. The service agreement provides for software upgrades and technical support of all purchased modules; contract effective July 1, 2018 through June 30, 2019.

Superion LLC is a sole source provider for the Service Agreement of the ONESolution Public Safety Software System.

Contracting Authority:	Ordinance 43-17 \$550,000
Contracting Balance:	\$326,792 / \$251,792
Funding:	General Fund
Account Distribution:	101-5050-412-52-07 \$509,000
Account Balance:	\$279,862 / \$204,862
Object Code:	Service Agreements - Computer
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	206-000
Bid Reference:	Sole Source

Kim Smith
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers Mayor	_____	_____	_____

Memo

To: Kim Smith, Purchasing Manager ✓
From: Michael Coletta, Information Technology Manager *MC*
CC: Jennifer Pae, Finance Director
Keith Schuster, Assistant Finance Director
Date: 6/7/2018
Re: 2018 Superior ONESolution Public Safety Maintenance

I recommend that the City of Lakewood approve the first annual service contract with Superior for the ONESolution software system which will be used by police and fire beginning in August. This maintenance is critical and provides for software upgrades and technical support for all of the purchased modules. The contract period for this proposed purchase would run 7/1/2018 – 6/30/2019. The cost is \$68,064.64.

I respectfully request that the Board of Control approve the annual maintenance agreement with Superior. The dollars to cover a not to exceed amount of \$75,000 are budgeted and reside in the following account: 101-5050-412.52-07. I am requesting up to \$75,000 just in case there are additional software modules added to the contract.



SUPERIOR

Code	Customer	Contract #	Application	Qty	7/1/18-6/30/19
1787LG	City of Lakewood Public Safety	00024909	ONESolution - CAD Client AVL License - SITE	1	\$ 240.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution Base Computer Aided Dispatch System - SITE	1	\$ 3,180.64
1787LG	City of Lakewood Public Safety	00024909	OSSI Additional CAD Console Site License	3	\$ 3,120.00
1787LG	City of Lakewood Public Safety	00024909	Firehouse Interface - ACS	1	\$ 880.00
1787LG	City of Lakewood Public Safety	00024909	CAD PageGate Interface	1	\$ 160.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Client License for Message Switch	1	\$ 32.00
1787LG	City of Lakewood Public Safety	00024909	OSSI CAD Resource Monitor Display License with Maps Client	1	\$ 240.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Basic Accident Module	1	\$ 208.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Animal Control Module	1	\$ 1,360.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - RMS Workstation Map License	1	\$ 240.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Client Base Records Management System	1	\$ 796.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Bike Registration Module	1	\$ 128.00
1787LG	City of Lakewood Public Safety	00024909	OSSI RMS Canine Tracking Module	1	\$ 640.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - Crime Analysis Plus Module	1	\$ 912.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - RMS - Daily Activity Module	1	\$ 128.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Document Scanning and Storage	1	\$ 1,200.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Additional Wizard Workstation License Client	1	\$ 160.00
1787LG	City of Lakewood Public Safety	00024909	OSSI RMS - Fleet Vehicle Maintenance Module	1	\$ 32.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - Consumption Data Base Views by the Beast	1	\$ 128.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - Intelligence Module	1	\$ 880.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - Link Analysis Module	1	\$ 2,000.00
1787LG	City of Lakewood Public Safety	00024909	OSSI RMS Client License for Message Switch	1	\$ 32.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Property and Evidence Module	1	\$ 352.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Professional Standards (Internal Affairs) Module Client	1	\$ 1,408.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Racial Profiling Module	1	\$ 480.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Residential Security Watch Module	1	\$ 128.00
1787LG	City of Lakewood Public Safety	00024909	OSSI AVL Server Host License	1	\$ 2,112.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution Mobile Server Software	1	\$ 720.00
1787LG	City of Lakewood Public Safety	00024909	OSSI MCT Client for Digital Dispatch	40	\$ 5,120.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Accident Wizard Base Server License	1	\$ 560.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution Freedom Premium	50	\$ 3,200.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution - MCT Interface to Firehouse	1	\$ 960.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution Freedom Server Software	1	\$ 560.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution MFR Client	40	\$ 5,120.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - MFR - Client Arrest	1	\$ 48.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Canine Module in MFR	1	\$ 48.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution MFR Client Accident Wizard	1	\$ 30.40
1787LG	City of Lakewood Public Safety	00024909	OSSI - MFR Client - MOBILAN Version	25	\$ 1,600.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - MCT-MFR - Daily Activity Module Client	1	\$ 32.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Mobile Citation Module	1	\$ 64.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - MFR Client - Racial Profiling	1	\$ 32.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Review Module for Field Reporting	1	\$ 720.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - STATE/NCIC Messaging Software	1	\$ 1,200.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Client Jail Management System Module	1	\$ 361.60
1787LG	City of Lakewood Public Safety	00024909	OSSI State Livescan Interface	1	\$ 1,360.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Mugshot Capture Station Software Only	1	\$ 1,408.00
1787LG	City of Lakewood Public Safety	00024909	ONESolution Field Training Online - Cloud	1	\$ 1,500.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - OPS CAD	1	\$ 480.00
1787LG	City of Lakewood Public Safety	00024909	OSSI - OPS RMS	1	\$ 480.00
1787LG	City of Lakewood Public Safety	00027154	LB Full Dead Head Air Usage	38	\$ 6,840.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Client AVL Mobile License	40	\$ 640.00
1787LG	City of Lakewood Public Safety	00024909	OSSI Police to Citizen	1	\$ 480.00
Total					\$ 55,620.64

Code	Customer	Contract #	Application	Qty	9/1/18-8/31/19
1787LG	City of Lakewood Public Safety	00028053	OSSI Client AVL Mobile License	15	\$ 240.00
			Total		\$ 240.00

Code	Customer	Contract #	Application	Qty	9/1/18-8/31/19
1787LG	City of Lakewood Public Safety	00028053	LB Full Dead Head Air Usage	15	\$ 2,700.00
			Total		\$ 2,700.00

Code	Customer	Contract #	Application	Qty	10/1/18-9/30/19
1787LG	City of Lakewood Public Safety	00029198	ONESolution CAD Taser Interface	1	\$ 2,400.00
			Total		\$ 2,400.00

Code	Customer	Contract #	Application	Qty	11/1/18-10/31/19
1787LG	City of Lakewood Public Safety	00000515	OneSolution Generic CAD Event Export- Law/Fire/EMS	1	\$ 1,200.00
1787LG	City of Lakewood Public Safety	00000493	ONESolution Public Safety & Justice Development & Maintenance	1	\$ 880.00
1787LG	City of Lakewood Public Safety	00000471	ONESolution MCT Client-Digital Dispatch	1	\$ 1,408.00
1787LG	City of Lakewood Public Safety	00000471	ONESolution MCT Client AVL License	1	\$ 176.00
			Total		\$ 3,664.00

Code	Customer	Contract #	Application	Qty	3/1/19-2/28/20
1787LG	City of Lakewood Public Safety	00001595	ONESolution Zetron FSA.IP Toning Interface	1	\$ 1,040.00
			Total		\$ 1,040.00

Code	Customer	Contract #	Application	Qty	TBD
1787LG	City of Lakewood Public Safety	00024909	OSSI CAD Custom Modification- Matrix Interface	1	\$ 2,400.00
			Total		\$ 2,400.00

Please note the above fees provided are an estimate only and that rounding issues do occur so actual fees invoiced could be slightly different.

Jun 14, 2018 9:00:42 AM EDT

File Edit Commands Help

101-5050-412 52-07

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & code

Pending by date

Pending by code

Pending by year & code

Procurement card

Print

Cancel

Exit

Previous account

Next account

2017

2019

Account activate

Pending transactions

Images

Budget allocation

Account Information

Service Agreements / Computer

Fiscal year: 2018

Budget: 509,000.00

Committed: 328,937.19

Balance: 180,062.81

Project Data

Project Entry Optional

103002 Code Enforcement

123012 SharePoint

163011 Fiber Network C

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
01 January	63,086.69	63,086.69
02 February	79,123.86	142,210.55
03 March	33,028.80	175,239.35
04 April	25,897.32	201,136.67
05 May	3,594.99	204,731.66

Payment information

Vendor	Total
SHAMROCK COMPANIES, INC.	2,070.00
CDW GOVERNMENT, INC.	4,211.23
ESPI, INC.	17,258.00
MCPC, INC.	5,154.62
SPRINT	4,261.63
WEBQA, INC.	22,740.00
CONTINENTAL BROADBAND	180.00

Encumbrances

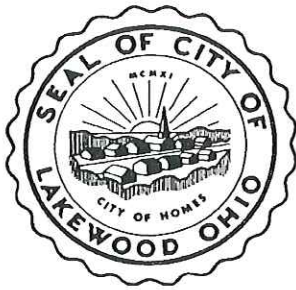
PO #	Vendor	Balance
088002	SPRINT	4,538.97
088183	MCPC, INC.	4,712.02
088184	VISION SOLUTIONS, INC.	1,733.00
088185	CDW GOVERNMENT, INC.	.00
088186	FIS AVANTGARD LLC	765.00
088199	FIS AVANTGARD LLC	1,350.00
088200	CDW GOVERNMENT, INC.	4,500.00

Pre Encumbrances

Type	Req/PO	Project	Balance
RQ	0000030031		5,250.00
RQ	0000030187		7,000.00
RQ	0000030191		7,000.00
RQ	0000030425		63,500.00
RQ	0000030650		6,132.00

Segment/Balance Details

Fund	Department	Division	Activity basic	Sub activity	Element	Object	Original Budget	Revised Budget	Current expenditures	YTD expenditures	Unposted expenditures	Encumbrances	Unposted encumbrances
101	50	50	41	2	52	07	509,000.00	.00	9,784.45	204,641.66	.00	25,626.99	.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-174

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Award Contract – Max Dispatch System Service Agreement

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Finance; Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with **Zetron, Inc.** in an amount not to exceed \$5,250 to provide a service agreement for the Zetron Max Dispatch System. The 5-year maintenance program included with the Max Dispatch System initial purchase expires June 30, 2018. New service agreement contract is effective July 1 2018 through June 30, 2019.

Zetron, Inc. provided the Max Dispatch System and is considered a sole source provider of the service agreement.

Contracting Authority:	Ordinance 43-17 \$550,000
Contracting Balance:	\$251,792 / \$246,542
Funding:	General Fund
Account Distribution:	101-5050-412-52-07 \$509,000
Account Balance:	\$204,862 / \$199,612
Object Code:	Service Agreements - Computer
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	206-000
Bid Reference:	Sole Source

Kim Smith
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers Mayor	_____	_____	_____

Memo

To: Kim Smith, Purchasing Manager ✓
From: Michael Coletta, Information Technology Manager *MC*
CC: Jennifer Pae, Finance Director
Keith Schuster, Assistant Finance Director
Date: 6/6/2018
Re: 2018 Zetron Max Dispatch Maintenance

I recommend that the City of Lakewood approve the annual service contract with Zetron for Max Dispatch, the radio control system used by Lakewood's dispatchers. The initial system purchase in 2013 came with a 5-year contract which will soon expire. The contract period for this proposed purchase would run 7/1/2018 – 6/30/2019. The cost is \$1,750/year/position. Since our dispatch center has 3 positions, the total annual cost is \$5,250.

I respectfully request that the Board of Control approve the requested service agreement with Zetron. The dollars to cover the total estimated expense of \$5,250 are budgeted and reside in the following account: 101-5050-412.52-07.

Jun 14, 2018 9:35:00 AM EDT
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101-5050-412.52-07

- Account miscellaneous
- Budget miscellaneous
- Encumbrances
- Pre-encumbrances
- Transactions
- Detail by date
- Detail by code
- Detail by year & p
- Pending by date
- Pending by code
- Pending by year
- Procurement car

Print
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Previous acc...
Next account
2017
2019
Account activi...
Pending trans...
Images
Budget alloca...

Account information

Q Service Agreements / Computer
Fiscal year: 2018 Dr
Budget: 509,000.00
Committed: 328,648.19
Q Balance: 180,351.81

Project Data

Project Entry Optional
Q 103002 Code Enforcemen .00
Q 123012 SharePoint .00
Q 163011 Fiber Network C .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	63,086.69	63,086.69
Q 02 February	79,123.86	142,210.55
Q 03 March	33,028.80	175,239.35
Q 04 April	25,897.32	201,136.67
Q 05 May	3,504.99	204,641.66

Payment information

Vendor (* indicates pending) Total
Q SHAMROCK COMPANIES, INC 2,070.00
Q CDW GOVERNMENT, INC. 4,211.23
Q ESRI, INC. 17,258.00
Q MCPC, INC. 5,154.02
Q SPRINT 4,261.03
Q WEBQA, INC. 22,740.00
Q CONTINENTAL BROADBAND 180.00

Encumbrances

PO #	Vendor	Balance
Q 088002	SPRINT	4,538.97
Q 088183	MCPC, INC.	4,712.02
Q 088184	VISION SOLUTIONS, INC	1,733.00
Q 088185	CDW GOVERNMENT, INC.	.00
Q 088186	FIS AVANTGARD LLC	765.00
Q 088199	FIS AVANTGARD LLC	1,350.00
Q 088200	CDW GOVERNMENT, INC.	4,560.00

Pre Encumbrances

Type	Req/PO	Project	Balance
RQ	0000030031		5,250.00
RQ	0000030187		6,711.00
RQ	0000030191		7,000.00
RQ	0000030425		63,500.00
RQ	0000030650		6,132.09

Segment/Balance Details

Fund	101	General Fund
Department	50	Finance
Division	50	Information Systems
Activity basic	41	General Government
Sub activity	2	General Government
Element	52	Service Agreements
Object	07	Computer

Original Budget 509,000.00
Revised Budget .00
Current expenditures 9,784.45
YTD expenditures 204,641.66
Unposted expenditures .00
Encumbrances 25,628.99
Unposted encumbrances .00
Pre encumbrances 63,500.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-175

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Renew Contract – Fire Protection System Services

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Fire, and the attached letter of recommendation, I am submitting for your consideration this request to renew a contract with **Fire Loss Control, Inc.** in an amount not to exceed **\$30,000** to perform the City's annual fire alarm, sprinkler, and fire extinguisher testing, annual monitoring and cellular service, including additional repair & replacements to fire protection systems as needed. This is the final of (2) additional one-year renewal options available to the City; contract effective June 1, 2018 through May 31, 2019.

Fire Loss Control, Inc. submitted the best responsive and responsible proposal for these services as outlined in RFP No. 16-004.

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$50,000 / \$20,000
Funding:	General Fund
Account Distribution:	101-3010-451-52-02 \$70,000
Account Balance:	\$52,933 / \$22,933
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Fire Equipment Maintenance
Commodity Code:	936-033
Bid Reference:	RFP No. 16-004


Kim Smith
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



MEMORANDUM

DATE: May 7, 2018
TO: Kim Smith
FROM: Joe Beno and Tim Dunphy
RE: Fire Alarm Testing

We are recommending award of a contract to Fire Loss Control for the fire alarm testing, monitoring, repair and replacement work in all of the City facilities. FLC is being awarded this contract from RFP 16-004. This contract will be held in Public Works but we will be working together with Fire Marshal Dunphy to manage it. The cost breakdown is below.

- \$6,250 annual fire alarm inspections
- \$2,075 annual fire extinguisher testing
- \$4,000 annual monitoring and cellular service
- \$17,675 additional repairs and/or replacements to fire protection systems

\$30,000 Total

FLC has provided this service for the past 4 years. The results have been very favorable and they have been very good to partner with on the work.

This work is paid out of account #101-3010-451-52-02.

CITY OF LAKEWOOD, OHIO REQUEST FOR PROPOSAL

FIRE PROTECTION SYSTEM SERVICES RFP No. 16-004

COST PROPOSAL

Proposer shall submit a cost for services identified in the RFP for twelve (12) months.

Initial Contract:

Annual Contract Cost effective 6/1/2016 through 5/31/2017: \$ 7,681.00

Cost of Testing Fire Extinguishers \$ 3.50 / unit (x) 306* = \$ 1,071.00
(Total of Testing Fire Extinguishers shall be included in Annual Contract Cost)

RENEWAL OPTIONS

Contract shall include (2) additional one-year renewal options available to the City. Proposer shall submit a cost for the same service identified in the RFP for two (2) additional renewal years.

First Renewal Year Option:

Annual Contract Cost effective 6/1/2017 thru 5/31/2018: \$ 7,681.00

Cost of Testing Fire Extinguishers \$ 3.50 / unit (x) 306* = \$ 1,071.00
(Total of Testing Fire Extinguishers shall be included in Annual Contract Cost)

Second Renewal Year Option:

Annual Contract Cost effective 6/1/2018 thru 5/31/2019: \$ 7,681.00

Cost of Testing Fire Extinguishers \$ 3.50 / unit (x) 306* = \$ 1,071.00
(Total of Testing Fire Extinguishers shall be included in Annual Contract Cost)

*note: as fire extinguishers quantities fluctuate, unit price will determine annual contract cost

PROPOSAL SUBMISSION AND REVIEW

A. GENERAL INFORMATION

Sealed proposals will be received by the City of Lakewood, Division of Purchasing, 12650 Detroit Avenue, Lakewood, Ohio 44107 until 10AM, Friday, May 3, 2013. All proposals shall be clearly marked on the outside of the envelope "RFP No. 16-004 – Fire Protection System Services" and shall include (1) original and one (1) copy. Include with your proposal the forms and affidavits noted on page 4.

CITY OF LAKEWOOD, OHIO REQUEST FOR PROPOSAL

FIRE PROTECTION SYSTEM SERVICES RFP No. 16-004

The City of Lakewood, OH (City) is seeking proposals from qualified vendors for Fire Protection System Services. These services will include, but not be limited to service and testing of City facility alarm and notification systems, system monitoring, new system design and installation, sprinkler system inspection and maintenance, and fire extinguisher testing for approximately 306 fire extinguishers. Submitted proposals shall provide testing and inspection of all systems in accordance with applicable NFPA standards including NFPA 10, 2010 Edition, NFPA 25, 2010 Edition and NFPA 72, 2010 Edition. Proposals shall provide annual rates for required inspections, including a time and materials pricing structure for repairs and additions to current infrastructure. Include a description of your firm's complete capabilities and experience along with a list of references. Fire Loss Control identified as FLC in the site outlines below.

The buildings and types of system at each site are as follows:

1. 12920 Berea Rd: Division of Refuse and Recycling

Monitored Fire Alarm and Wet Sprinkler System: FLC;

Alarm Panel: Siemens installed 2015;

Alarm Devices: 5 Manual Pull Stations, 2 Duct Detectors, 5 Horn/Strobes, 2 Strobes and 1 Flow Switch; Vesda Air monitoring system installed 2015;

FLC conducted sprinkler acceptance test & Fire Alarm Test September 2015.

2. 12567 Clifton Blvd: Lakewood Fire Station #3

Kitchen Suppression System / Manufacturer:

Local alarm only; Amerax UL 300 Ansul System installed 2015.

3. 12650 Detroit Ave: City Hall and Police Department

Monitored Fire Alarm and Sprinkler System: FLC;

Alarm Panel: Notifier;

Alarm Devices: 20 Manual Pull Stations, 92 Smoke Detectors, 2 Duct Detectors, 7 Heat Detectors, 19 Horn/Strobes, 2 Flow Switches and 2 Tamper Switches;

Elevator Recall;

Direct connect to Police Dispatch;

Sprinkler system covers City Hall parking garage;

FLC conducted sprinkler acceptance test & Fire Alarm Test September 2015.

4. 12650 Detroit Ave: Public Works Garage (behind City Hall)

Monitored Fire Alarm and Wet Sprinkler System; Direct to LPD Dispatch;

Alarm Panel: SimplexGrinnell;

Alarm Devices: 11 Manual Pull Stations, 1 Photo Smoke Detector, 4 Duct Detectors, 45 Strobes and 1 Flow Switch;

FLC conducted sprinkler acceptance test & Fire Alarm Test September 2015.

CITY OF LAKEWOOD, OHIO REQUEST FOR PROPOSAL

FIRE PROTECTION SYSTEM SERVICES RFP No. 16-004

5. 12805 Detroit Ave: City Hall Annex (across the street from City Hall)

Local Fire Alarm; Direct reporting to LPD Dispatch;

Alarm Panel: Notifier;

Alarm Devices: 5 Manual Pull Stations, 8 Smoke Detectors, 1 Heat Detector, 3 Horn/Strobes and 2 Strobes;

Fire Alarm Test September 2015.

6. 18124 Detroit Ave: Lakewood Fire Station #2

Kitchen Suppression System / Manufacturer: Amerax UL 300 compliant;

Local alarm only;

Suppression Test conducted September 2015, installed 2015.

7. 14532 Lake Ave: Woman's Club Pavilion

Monitored Fire Alarm: FLC;

Alarm Panel: Siemens installed 2015;

Alarm Devices: 3 Manual Pull Stations, 3 Smoke Detectors, 1 Duct Detector, 8 Heat Detectors, 3 Horn/Strobes and 2 Strobes.

8. 12900 Madison Ave: Lakewood Division of Youth

Monitored Fire Alarm: FLC;

Alarm Panel: Siemens installed 2015;

Alarm Devices: 6 Manual Pull Stations and 5 Horn/Strobes;

Fire Alarm Test September 2015.

9. 14601 Madison Ave: Lakewood Fire Station #1

Monitored Fire Alarm, Kitchen Suppression System, Wet & Dry Sprinkler Systems: FLC;

Alarm Panel: Siemens Fire Alarm Test September 2015;

Alarm Devices: 6 Photo Smoke Detectors, 1 Duct Detector, 1 Flow switch, 1 Tamper Switch, 11 Horn/Strobes and 17 Horns;

FLC conducted last test September 2015;

Kitchen Suppression System / Manufacturer: Ansul – UL 300 compliant;

Champion conducted last fire suppression and fire alarm tests September 2015;

Last sprinkler tests September 2015.

10. 16024 Madison Ave: Senior Center West

Building Fire Alarm and Kitchen Suppression System: FLC;

Alarm Panel: Siemens;

Alarm Devices: 8 Manual Pull Stations, 6 Smoke Detectors, 1 Horn/Strobe, 4 Strobes and 3 Bells;

Kitchen Suppression System / Manufacturer: Ansul – UL 300 compliant;

FLC conducted last suppression test March 2016;

Fire Alarm Test September 2015.

CITY OF LAKEWOOD, OHIO REQUEST FOR PROPOSAL

FIRE PROTECTION SYSTEM SERVICES RFP No. 16-004

11. 1699 Metro Park Dr: Municipal Utilities Garage (MUG)

Monitored Fire Alarm and Wet Sprinkler System: FLC;

Alarm Panel: Notifier;

Alarm Devices: 10 Manual Pull Stations, 15 Photo Smoke Detectors, 6 Duct Detectors and 11 Horn/Strobes;

Direct connect to Police Dispatch;

FLC conducted last fire alarm test September 2015 & last sprinkler test September 2015.

12. 1699 Metro Park Dr: Waste Water Treatment Plant (WWTP)

Monitored Fire Alarm: FLC;

Alarm Panel: Notifier;

Alarm Devices: 22 Manual Pull Stations, 32 Photo Smoke Detectors, 13 Heat detectors, 1 Duct Detector, 16 Speakers and 3 Speaker/Strobes;

FLC conducted last fire alarm test September 2015.

13. 1437 Wayne Ave: Traffic Signs and Signals

Monitored Fire Alarm: FLC;

Alarm Panel: Siemens; installed 2015

Alarm Devices: 4 Manual Pull Stations, 2 Ion Smoke Detectors, 7 Heat Detectors and 4 Horn/ Strobes;

FLC conducted last fire alarm test September 2015.

14. Extinguisher Breakdown:

<u>Type</u>	<u>Size</u>	<u>Estimated Quantity</u>
ABC	2.5#	30
ABC	5#	120
ABC	10#	120
ABC	20#	15
CO2	5#	5
CO2	10#	5
Halon	9#	6
Halro	13#	5

All information provided is based on inspection reports from the Fire Suppression System Companies. Hard copies of inspection reports are retained at Lakewood Fire Station #1, Fire Prevention Bureau and are available upon request.

Jun 14, 2018 11:48:44 AM EDT

File Edit Commands Help

Print SCREEN

Navigation

101-3010-451.52-02

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

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2017

2019

Account activi...

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Images

Account information

Service Agreements / Buildings

Fiscal year: 2018

Budget: 70,000.00

Committed: 38,000.00

Balance: 32,000.00

Project Data

Project Entry Optional

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	8,192.29	8,192.29
Q 02 February	1,814.75	10,007.04
Q 03 March	2,330.00	12,337.04
Q 04 April	3,315.57	15,652.61
Q 05 May	999.75	16,652.36

Payment information

Vendor	(* indicates pending)	Total
Q SPEED EXTERMINATING CO.		2,333.00
Q WINDOW KING CO., INC.		600.00
Q FIRE LOSS CONTROL, INC.		9,178.16
Q WEATHERPROOFING TECHNOLOGIES,		2,270.10
Q GABLE ELEVATOR, INC.		3,265.00

Encumbrances

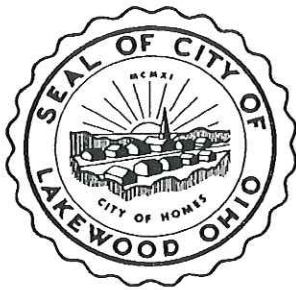
PO #	Vendor	Balance
Q 088068	SPEED EXTERMINATING C	1,667.00
Q 088073	FIRE LOSS CONTROL, IN	10,821.84
Q 088074	GABLE ELEVATOR, INC.	1,795.00
Q 088090	WEATHERPROOFING TECHN	4,729.90
Q 088091	WINDOW KING CO., INC.	1,460.00

Pre Encumbrances

Type	Req/PO	Project	Balance
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Segment/Balance Details

Fund	101	General Fund	Original Budget	70,000.00
Department	30	Public Works	Revised Budget	.00
Division	10	Parks	Current expenditures	933.90
Activity basic	45	Culture and Recreation	YTD expenditures	16,652.36
Sub activity	1	Culture and Recreation	Unposted expenditures	.00
Element	52	Service Agreements	Encumbrances	20,413.74
Object	02	Buildings	Unposted encumbrances	.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-176

June 18, 2018

Board of Control
City of Lakewood, Ohio 44107

Subject: Award Contract – Printing & Mailing of Lakewood Life Community Newsletter

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing and in accordance with the Mayor's Office, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to **Vedda Printing** in an amount not to exceed \$27,000 to provide **Printing and Mailing Services of the Lakewood Life Community Newsletter** in Fiscal Year 2018.

Vedda Printing as awarded this contract based on their submission to an RFP issued for the services.

Contracting Authority:	Ordinance 43-17 \$365,000
Contracting Balance:	\$140,000 / \$113,000
Funding:	General Fund
Account Distribution:	101-1401-411-38-01 \$750 101-1401-411-31-02 \$400
Account Balance:	(\$7,052) / (\$25,052)
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Printing
Commodity Code:	966-000
Bid Reference:	RFP

Kim Smith
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



MEMORANDUM

DATE: June 13, 2018
TO: Kim Smith, Purchasing
FROM: Mayor Summers
RE: Lakewood Life Community Newsletter

I am requesting Board of Control approval for printing and mailing services for the Lakewood Life Newsletter. Quotes for Newsletter printing were solicited in November 2017 and received in December 2017. Based on that solicitation, Vedda Printing was selected as the lowest cost printer. A February Newsletter was printed and mailed to the community and copies of the costs from Vedda Printing are attached for a June Newsletter. It is expected that a Fall Newsletter will be also be printed and distributed at a similar cost and we seek approval at this time as well.

Request for approval of Printing & Mailing Services to be purchased and paid from available funds from account #101-1401-411-38-01 in an amount not to exceed \$18,000 total in annual newsletter printing services to Vedda Printing by December 31, 2018.

Current printing and mailing services for the June newsletter are reflected below and attached:

Printing Services	\$3,540.61
Mailing Services	<u>\$ 188.45</u>
June Newsletter Printing/Mailing Services Total	\$8,555.34



12000 Berea Rd
Cleveland, OH 44111-1608
Phone: (216) 671-2222
Fax: (216) 671-2200
Email: tom@veddaprinting.com
http://www.veddaprinting.com

Quotation 48834

To:

City of Lakewood
12650 Detroit Road
Lakewood, OH 44107
Phone: (216) 529-6650
Fax: (216) 521-1379

Date 6/7/18
Salesperson Peggy Cook
Estimator Tom Balazs

Dear City of Lakewood

We would like to thank you for your time and consideration in regards to this quotation. Included is the detailed product specifications and prices. The quotation is confidential and is intended solely for the use of the addressee(s) named above.

Below Is Your Detailed Production Specifications for this Request

Description Community Newsletter - Print & Mail

Size Final Size: 8.5 x 11

Paper 80.0 lb Endurance Gloss Text

Ink 4/4+ AQ - Gloss

Proof Improof & Epson Color Proof

Finishing Trim & Fold

Mailing Sort-tray-deliver to Cleveland P.O.

Price Product 1 - Community Newsletter

Quantity	Prices
30,000	\$3,540.61

Product 2 - Mailing Services

Quantity	Prices
29,300	\$188.45

Sincerely,

Peggy Cook

Upon acceptance please indicate the quantity required. Please note postage is NOT included for any mailings.

Thank You for giving us the opportunity to submit this quote. As always, quotes are based on a physical inspection of your originals and are valid for 30 days unless otherwise specified.

ORDINANCE NO: 43-17

BY: Anderson, Bullock, Litten, Marx,
Nowlin, O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council otherwise, it shall take effect and be in force after the earliest period allowed by law, authorizing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law.

WHEREAS, this Council desires to provide the authorization to the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law; and

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that delay could impair the City's ability to provide necessary services in a timely manner for fiscal year 2018, now, therefore,

BE IT ORDAINED BY THE CITY OF LAKEWOOD, STATE OF OHIO

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager be and are hereby authorized and directed to enter into a contract or contracts for supplies, services and equipment with the lowest and best bidder or bidders or as otherwise provided by law, as follows:

Professional services contracts included in the 2018 Budget are as follows:

1) Legal Services.....	225,000
2) Recodification of Ordinances	12,500
3) Financial Audit	75,000
4) Hospitalization and Health Care Benefit Consulting Services	40,000

5) Consultant for Workers Compensation	30,000
6) Risk Management Consulting Services	15,000
7) Healthcare, Physicals, Drug & Alcohol Testing.....	25,000
8) Employee Assistance Program	15,000
9) Supervisor / Manager / Employee Training.....	125,000
10) Exams for Classified Positions	75,000
11) Housing and Building Plans Examinations	50,000
12) Lakewood Jail Medical Services	15,000
13) Band Concerts	80,000
14) Municipal Engineering Consultant.....	100,000
15) Debt Issuance Costs.....	750,000
16) Integrated Wet Weather Plan Professional Services	300,000
17) Administrative Professional Services	500,000
18) Professional Services related to Lakewood Hospital	\$2,507,500

Services contracts included in the 2018 Budget are as follows:

1) Government Agreements (WEB)	115,000
2) Government Agreements (Ed of Ed/Pool)	800,000
3) Financial Institution Service Charges	60,000
4) Electronic Payment Services	250,000
5) Property & Liability Insurance Contracts	500,000
6) Workers' Comp Stop Loss Insurance	90,000
7) Life Insurance	20,000
8) Hospitalization and Health Care Benefit Services	8,500,000
9) Medical Claims Billing Service.....	100,000
10) Sentenced Prisoners Full Jail Service	200,000
11) Home Delivered Meals	47,500
12) Distribution System Leak Survey	25,000
13) Disposal of Screenings and Grit (WWTP)	10,000
14) Excavation Spoils Removal.....	100,000
15) Roll of Box for Street Sweeping.....	60,000
16) Solid Waste Disposal Site.....	900,000
17) Organic Waste Disposal	30,000
18) Waste Collections - Condominiums	105,000
19) Biosolids Disposal	105,000
20) Roll-Off Box for Construction Debris.....	65,000
21) Site to Receive & Process Yard Waste.....	45,000
22) Lab Analysis Service.....	25,000
23) Citywide Computer Hrdwr Op. Sys. & Software Maint Contracts	550,000
24) Communications Services	100,000
25) Water Meter Program Maintenance	25,000
26) Telephone Service	95,000

27) Cellular Phone Service	250,000
28) HVAC Maintenance	125,000
29) Elevator Maintenance	25,000
30) Fire Alarm Maintenance	50,000
31) Copier Maintenance Service	25,000
32) Postage, Mailing Services, Equipment Lease/Maintenance	250,000
33) Rental and Laundry of Uniforms	35,000
34) Advertising	30,000
35) Printing Services	165,000
36) CRIS/LEADS Fees	20,000
37) Parking Citation Billing Service	50,000
38) Fireworks Display	40,000
39) Transportation Services	65,000
Sub-Total	\$14,052,500

Materials, supplies, and equipment authorized for purchase under the 2018 Budget are as follows:

1) Sand and Aggregate	45,000
2) Concrete Supplies	50,000
3) Asphalt Materials	50,000
4) Asphalt Cold Patch	25,000
5) Crack Sealant	40,000
6) Road Salt (Sodium Chloride)	300,000
7) Fire Hydrants, Sewer and Water Appurtenances	100,000
8) Water Meter Supplies & Materials	40,000
9) Sign Shop-Supplies, Blanks & Reflective Material	195,000
10) Polymer Flocculants	30,000
11) Wastewater Treatment Chemicals	125,000
12) Tires and Road Service	85,000
13) Automotive Repairs, Parts and Supplies	600,000
14) Oil and Lubricants	40,000
15) Fuel (Gasoline and Diesel)	500,000
16) Purchase of Uniforms and Gear - Public Works	20,000
17) Electrical Supplies	50,000
18) Hardware Supplies	45,000
19) Janitorial Supplies	50,000
20) Landscape Materials	30,000
21) Lumber Supplies	100,000
22) Plumbing Supplies	40,000
23) Pool Supplies - Chemicals	45,000
24) Small Tools and Equipment	130,000
25) Prisoner Food Supplies	35,000
26) Purchase Uniforms & Gear - Safety Forces	75,000

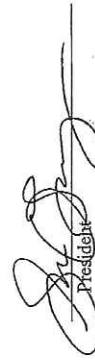
27) Ammunition	30,000
28) Office Supplies	40,000
29) Computer Supplies	10,000
30) Computer Software	45,000
31) Communications Equipment	75,000
32) Paper Supplies	15,000
33) Lease Copier Equipment	35,000
34) Subscriptions/Publications	30,000
35) Reforestation	200,000
36) Police Operating Equipment	150,000
37) Fire/EMS Operating Equipment	150,000
38) Waste Water Treatment Plant Operating Equipment	100,000
39) Fitness Equipment/Devices	30,000
Sub-Total	\$3,755,000
Total	\$20,315,000

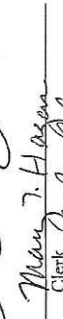
Section 2. That, contracts for supplies, services and equipment in excess of \$7,500 and for professional services in excess of \$5,000 shall not be awarded except as approved herein or further approved by Resolution of Council.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 14, 2017


President


Clerk


Mayor

Approved: December 20, 2017